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## Policy Information

**Policy Number:**

HR-201E

**Reference:**

Classified Staff Human Resources Policy Manual 100.0

University Handbook for Appointed Personnel 2.01

**Responsible Unit:**

Office of Institutional Equity

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## Purpose and Summary

It is the policy of the University of Arizona to provide equal employment opportunity without regard to race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or genetic information.

The University of Arizona is also a federal government contractor and, as such, has certain obligations to take affirmative action to ensure that its policies and practices are, in fact, nondiscriminatory.

## Policy

It is our policy to take affirmative action to employ and advance in employment covered veterans, individuals with disabilities, women, and minorities. Where required by law, the University of Arizona has established goals by which we may measure our progress in employing persons based on individual ability and merit and in the numbers reasonably expected based on their availability.

The University of Arizona makes good faith efforts to reach covered veterans, individuals with disabilities, women, and minorities with information about our equal opportunity policy and, specifically, about employment opportunities at the University. This recruitment effort is particularly

important for jobs where women or minorities are not currently participating in the numbers expected by their availability. It is the policy of the University of Arizona to invite all interested persons, both from outside the University and from within the University community, to apply for such opportunities.

As a matter of law and as a matter of University policy, selection for opportunities for hire, promotion, transfer, or training, as well as decisions regarding demotion, termination, layoff, or other terms and conditions of employment, shall occur without regard to race, color, religion, sex, national origin, or other prohibited basis.

The University has formally assigned the responsibilities contained in its written Affirmative Action Plans for Women and Minorities, for Individuals with Disabilities, and for Protected Veterans to each vice president, dean, director, department head, manager, and supervisor, and the University does insist that these employees adhere to the commitment made in each Affirmative Action Plan.

## **Related Information\***

[Arizona Board of Regents Policy 1-120. Equality of Opportunity](#) [2]

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**Source URL:** <http://tobaccofree.arizona.edu/human-resources/equal-employment-policy>

### **Links**

[1] <mailto:equity@email.arizona.edu>

[2] <https://public.azregents.edu/Policy%20Manual/1-120-Equality%20of%20Opportunity.pdf>